# Auditing Procedures Report V1.04

Reset Form

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Issued under Public Act 2 of 1968, as amended .

Unit Name Township of Mastodon	County IRON	Туре	TOWNSHIP	MuniCode	36-1-060
Opinion Date-Use Calendar Jul 14, 2008 Audit Submitted-Use Calendar Jul 15, 2008		darJul 15, 2008	Fiscal Year-Use Drop	) List	2008

If a local unit of government (authorities & commissions included) is operating within the boundaries of the audited entity and is NOT included in this or any other audit report, nor do they obtain a stand-alone audit, enclose the name(s), address(es), and a description(s) of the authority and/or commission.

# Place a check next to each "Yes" or non-applicable question below. Questions left unmarked should be those you wish to answer "No".

X	1. Are all required component units/funds/agencies of the local unit included in the financial statements and/or disclosed in the reporting entity notes to the financial statements?
X	2. Does the local unit have a positive fund balance in all of its unreserved fund balances/unrestricted net assets?
	3. Were the local unit's actual expenditures within the amounts authorized in the budget?
X	4. Is this unit in compliance with the Uniform Chart of Accounts issued by the Department of Treasury?
X	5. Did the local unit adopt a budget for all required funds?
X	6. Was a public hearing on the budget held in accordance with State statute?
×	7. Is the local unit in compliance with the Revised Municipal Finance Act, an order issued under the Emergency Municipal Loan Act, and other guidance as issued by the Local Audit and Finance Division?
X	8. Has the local unit distributed tax revenues, that were collected for another taxing unit, timely as required by the general property tax act?
×	9. Do all deposits/investments comply with statutory requirements including the adoption of an investment policy?
X	10. Is the local unit free of illegal or unauthorized expenditures that came to your attention as defined in the Bulletin for Audits of Local Units of Government in Michigan, as revised (see Appendix H of Bulletin.)
X	11. Is the unit free of any indications of fraud or illegal acts that came to your attention during the course of audit that have not been previously communicated to the Local Audit and Finance Division? (If there is such activity, please submit a separate report under separate cover.)
X	12. Is the local unit free of repeated reported deficiencies from previous years?
×	13. Is the audit opinion unqualified?  14. If not, what type of opinion is it? NA
X	15. Has the local unit complied with GASB 34 and other generally accepted accounting principles (GAAP)?
×	16. Has the board or council approved all disbursements prior to payment as required by charter or statute?
X	17. To your knowledge, were the bank reconciliations that were reviewed performed timely?
×	18. Are there reported deficiencies?

General Fund Revenue:	\$ 263,684.00
General Fund Expenditure:	\$ 167,249.00
Major Fund Deficit Amount:	\$ 0.00

General Fund Balance:	\$ 525,944.00
Governmental Activities Long-Term Debt (see instructions):	\$ 276,000.00

We affirm that we are certified public accountants (CPA) licensed to practice in Michigan. We further affirm the above responses have been disclosed in the financial statements, including the notes, or in the Management Letter (Reported deviations).

CPA (First Name) Dianne	Last Rostagno Name	Ten Digit License Number 1101021859			
CPA Street Address 101 West Maple Street	City Iron River	State MI	Zip Code 49935	Telephone +	+1 (906) 265-1040
CPA Firm Name DS Rostagno CPA P.C.	Unit's Street Address 1371 S. US-2	City C	Crystal Falls		LU Zip 49920

Financial Report with Supplemental Information Prepared in Accordance with GASB 34

March 31, 2008

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INDEPENDENT AUDITOR'S REPORT

# DS Rostagno, CPA, P.C.

101 West Maple Street, Iron River, MI 49935 Tel (906) 265-1040 Fax (906) 265-1042

Governing Board **Township of Mastodon** 1371 S. US-2 Crystal Falls, Michigan 49920

#### INDEPENDENT AUDITOR'S REPORT

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component unit, each major fund, and aggregate remaining fund information of the **Township of Mastodon**, as of and for the fiscal year ended March 31, 2008, which collectively comprise the Township's basic financial statements as listed in the Table of Contents. These financial statements are the responsibility of the **Township of Mastodon**'s management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America, and with the standards prescribed by the State Treasurer. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the Governing Board, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinions, the financial statements referred to above present fairly, in all material respects, the respective financial position of governmental activities, the business-type activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information of the **Township of Mastodon**, at March 31, 2008, and the respective changes in financial position and cash flows thereof for the fiscal year then ended, in conformity with generally accepted accounting principles in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated July 14, 2008, on our consideration of the **Township of Mastodon**'s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

The management's discussion and analysis on pages 8 through 20 and the budgetary comparison information are not required parts of the basic financial statements but are supplementary information required by the Governmental Accounting Standards Board and by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of the inquiries of management regarding the methods of measurement and presentation of the required supplemental information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the **Township of Mastodon**'s basic financial statements. The combining and individual fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. The combining and individual fund financial statements have been subjected to the auditing procedures applied in the audit of basic financial statements and, in our opinion, are fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Dianne S. Rostagno

DS ROSTAGNO, CPA, P.C.

July 14, 2008

MANAGEMENT'S DISCUSSION AND ANALYSIS

Upper Michigan's Iron County

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The management of the Township of Mastodon provides this narrative overview and analysis of the financial activities of the Township of Mastodon for the fiscal year ended March 31, 2008. As readers, you are encouraged to read this discussion and analysis in conjunction with the Township's financial statement information included in this report.

#### Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Township's basic financial statements. The financial section of this report includes management's discussion and analysis, the basic financial statements, and required supplementary information. The basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

#### Government-wide financial statements

The government-wide financial statements are designed to provide readers with a broad overview of the Township's finances, in a manner similar to a private-sector business.

The Statement of Net Assets presents information on all of the Township's assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the Township is improving or deteriorating.

The Statement of Activities presents information showing how the government's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

Both of the government-wide financial statements distinguish functions of the Township that are mainly supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their cost through user fees and charges (business-type activities). The governmental activities of the Township include legislative, general government, Township property, public safety, public works, and parks and recreation. The business-type activity of the Township is the Water Utility service.

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The government-wide financial statements include not only the Township itself (known as the primary government), but also the following legally separate component unit for which the Township is financially accountable: Alpha Mastodon Township Fire Department. Financial information for the component unit is reported separately from the financial information presented for the primary government.

#### Fund Financial Statements

The Township, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. A fund is a grouping of related accounts used to maintain control over resources that have been segregated for specific activities or objectives. In the basic financial statements, the emphasis of the fund financial statements is on major funds. All of the funds of the Township can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

#### Governmental Funds

Governmental Funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spend-able resources, as well as on balances of spend-able resources available at the end of the fiscal year. This information may be useful in evaluating the Township's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. In order to provide the reader with information to better understand the long-term impact of the government's near-term financing decisions, a reconciliation between the government-wide financial statements is included as part of the basic financial statements.

The Township maintains five governmental funds. Information is presented separately in the governmental fund balance sheet and governmental fund statement of revenues, expenditures, and changes in fund balance for the general, road, and capital projects funds, all of which are considered major funds. The Liquor Law Enforcement and Debt Service Funds are considered non-major governmental funds. Individual fund data for each fund is presented separately in the "Other Supplementary Information" section of this report.

The Township adopts an annual budget for its general and other governmental funds. To demonstrate compliance with this budget, a budgetary comparison statement has been provided for the general and major special revenue funds, and is included in the "Required Supplementary Information" section of this document.

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#### **Proprietary Funds**

Proprietary Funds provide services for which the Township charges customers a fee. The Township has only one type of proprietary fund - an enterprise fund. The enterprise fund of the Township is used to report the same functions as the business-type activities in the government-wide financial statements. The Water Utility Fund is presented separately in both the government-wide financial statements and the fund financial statements and is considered a major fund. Enterprise funds are used to account for operations very similar to business enterprises, where the intent of the governing body is that the cost of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

#### Fiduciary Funds

Fiduciary funds are used to account for resources held for the benefit of parties outside the government. The fiduciary fund for the Township is the Tax Collection Fund. Fiduciary funds are not included in the government-wide financial statements because the resources of those funds are not available to support the Township's own programs. This fund is presented separately in the fund financial statements section of the basic financial statements.

#### Notes to the Financial Statements

Notes to the financial statements are included in the basic financial statements, and provide additional information that is essential for a full understanding of the data provided in the government-wide and the fund financial statements.

#### Supplementary Information

Required supplementary information follows the basic financial statements, and includes budgetary comparison schedules for the General Fund and the Township's major special revenue funds as presented in the governmental fund financial statements.

A separate financial statement for the Township's non-major governmental funds is also included in the Other Supplementary Information section of this document.

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#### Government-wide Financial Analysis

In time, net assets of a governmental entity may serve as a useful indicator of the government's financial position. In the case of the Township, assets exceeded liabilities by \$ 1,276,229 at March 31.

By far, the largest portion of the Township's net assets (approximately 52%) is held in the form of cash and cash equivalents. In addition, a substantial percentage (approximately 46%) of the total net assets are in the form of capital assets. These capital assets are used to provide services to citizens and are not available for future spending. At March 31, 2008, the Township reported \$ 701,269 in net capital assets.

External restrictions of the Township's net assets represent resources subject to existing external obligations or programmatic control on future use. The remaining balance of unrestricted net assets of \$525,944 may be used to meet the Township's ongoing obligations to citizens and creditors.

Total net assets in excess of liabilities at March 31 for the governmental activities and business-type activities were \$1,268,896 and \$7,333, respectively.

#### Summary of Net Assets

The following summarizes the comparative net assets at fiscal years ended March 31, 2008 and March 31, 2007:

	March 3		
	Primary Government		
	Governmental Activities	Business-type Activities	Total
Assets Current and other assets Capital assets, net	\$ 843,627 701269	\$ 7658 0	\$ 851285 701269
<b>Total Assets</b>	\$ 1544896	\$ 7658	\$ 1552554

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# Government-wide Financial Analysis

	Primary Government					
	Governmental		<b>Business-type</b>			
	Ac	tivities	Activi	ties	Total	
<u>Liabilities</u>						
Long-term liabilities	\$	271000	\$	0	\$ 271000	
Other liabilities		5000		325	5325	
<b>Total Liabilities</b>	\$	276000	\$	325	\$ 276325	
Net Assets						
Invested in capital assets, net of						
related debt		425269		0	425269	
Restricted		317683		7333	325016	
Unrestricted		<u>525944</u>		0	<u>525944</u>	
<b>Total Net Assets</b>	\$	1268896	\$	7333	\$ 1276229	

#### March 31, 2007

	Primar		
	Governmental Activities	Business-type Activities	Total
Assets Current and other assets Capital assets, net	\$ 783427 339965	\$ 7125 0	\$ 790552 339965
<b>Total Assets</b>	\$ 1123392	<b>\$</b> 7125	<b>\$</b> 1130517

Upper Michigan's Iron County

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#### $1371\;\mathrm{S}\;\mathrm{US}\;2$ Crystal Falls, MI $\;49920\;$ . Township Hall (906) $875\text{-}6232\;$

#### Government-wide Financial Analysis (Continued)

	March 31		
	Primary Go		
	Governmental Activities	Business-type Activities	Total
<u>Liabilities</u>			
Long-term liabilities	\$ 0	\$ 0	\$ 0
Other liabilities	21	<u>375</u>	<u>396</u>
Total Liabilities	21	375	396
Net Assets			
Invested in capital assets, net of			
related debt	339965	0	339965
Restricted	324409	6750	331159
Unrestricted	458997	0	458997
<b>Total Net Assets</b>	<b>\$</b> 1123371	\$ 6750	\$ 1130121

For governmental activities, net assets increased by \$145,525 during the fiscal year. For business-type activities, net assets increased by \$583 during the fiscal year.

#### Results of Operations

The following represents the comparative changes in net assets for both governmental and business-type activities for the fiscal years ended March 31, 2008 and March 31, 2007:

Upper Michigan's Iron County

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#### Government-wide Financial Analysis (Continued)

	March	31, 2008	
	Primary	Government	
	Governmental	<b>Business-type</b>	
	<u>Activities</u>	<u>Activities</u>	<u>Total</u>
Revenues			
Program Revenues			
Charges for services	\$ 7623	\$ 5937	\$ 13560
Operating grants	5182		5182
General Revenues			
Property taxes	216860	-0-	216860
Other taxes	48313		48313
Unrestricted grants	32336		32336
Other	44107	54	<u>44161</u>
<b>Total Revenues</b>	\$ 354421	\$ 5991	\$ 360412
Expenses			
General government	64389	-0-	64389
Legislative	18952		18952
Township property	21307	-0-	21307
Public safety	31427		31427
Public works	16682		16682
Parks and recreation	11483		11483
Interest on long-term debt	5592		5592
Depreciation	48959	0-	48959
Total governmental expenses	218791	-0-	218791
<b>Business- type activities</b>			
Water services	-0-	_5408	5408
			,
Total business-type expenses	-0	5408	5408
Total expenses	\$ 218791	\$ 5408	\$ 224199
Other Revenues (Expenses)			
Transfer From External Parties	9895	-0-	9895
Increase (Decrease) in Net Assets	145525	583	146108
Net Assets – Beginning of Year	1123371	6750	1130121
Net Assets – End of Year	\$ 1268896	\$ 7333	\$ 1276229

# Mastodon Township Upper Michigan's Iron County

### $1371\;S\;US\;2\;Crystal\;Falls, MI\;\;49920\;\;.\;\; Township\;Hall\;(906)\;875-6232\;\;$

### Government-wide Financial Analysis (Continued)

	March	31, 2007	
	Primary	Government	
	Governmental	<b>Business-type</b>	
_	<u>Activities</u>	<u>Activities</u>	<u>Total</u>
Revenues			
Program Revenues			
Charges for services	\$ 9277	\$ 3978	\$ 13255
Operating grants	4201		4201
General Revenues	20.6026		20.002.0
Property taxes	206926		206926
Other taxes	43830		43830
Unrestricted grants	32069	52	32069
Other	24067	53	24120
Total Revenues	\$ 320370	\$ 4031	\$ 324401
Expenses			
General government	62321		62321
Legislative	21756		21756
Township property	22941		22941
Public safety	32922		32922
Public works	36559		36559
Parks and recreation	9722		9722
Depreciation	34686		34686
Total governmental expenses	220907	-0-	220907
<b>Business- type activities</b>			
Water services		2441	2441
Total business-type expenses	-0-	2441	2441
Total expenses	\$ 220907	\$ 2441	\$ 223348
Other Revenues (Expenses)			
Transfer To External Parties	-9482	-0-	-9482
Transfer From External Parties	188224	-0-	188224
Increase (Decrease) in Net Assets	278205	1590	279795
Net Assets – Beginning of Year	845166	5160	850326
Net Assets – End of Year	\$ 1123371	\$ 6750	\$ 1130121

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#### Governmental Activities

Property taxes and other tax revenues comprise \$265,173 or approximately 75 percent of total governmental revenues. And, at fiscal year-end, the Township reported \$32,336 in grants and contributions not restricted for specific programs. This amount was due entirely to the State of Michigan's state sales tax distribution.

The Township expended \$218,191 on governmental programs and services. Some of the largest expense categories were for general government, where \$64,389 or 30 percent of total governmental expenditures were made; \$21,307 was expended for the maintenance of Township property, and \$30,827, or 15 percent of total governmental expenditures were made for public safety.

#### **Business-type Activities**

Business-type activities increased the Township's net assets by \$583. Charges for services for the Water activities for the year ended were \$5,937. Total expenses for the Water activities for the year ended were \$5,408.

#### Financial Analysis of the Governmental Funds

As previously noted, the Township uses fund accounting to ensure and demonstrate compliance with finance-related requirements.

#### Governmental Funds

The focus of the Township's governmental funds is to provide information on near-term inflows, outflows, and balances of spend-able resources. This information is useful in assessing the Township's financing requirements. In particular, the unreserved fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

The Township's governmental funds reported combined ending fund balances of \$843,627, of which \$317,683 is reserved and the remaining \$525,944 is available for spending at the government's discretion.

On the budgetary basis of accounting, the Township ended the fiscal year with revenues greater than the original and the final projections in the General Fund, and more than budgetary projections in the Road Fund. Total expenditures in the General Fund and the Road Fund were considerably less than both the original and the final projections At fiscal year-end, both the General Fund and the Road Fund fund balances were higher than budgeted.

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#### Governmental Funds (Continued)

#### Revenue – Budget vs Actual for Fiscal Year Ended March 31, 2008:

	(	Revenue Original Budget	]	evenue Final udget	evenue Final Actual	Va Ac Or	evenue oriance tual vs riginal udget	Va Ac I	evenue ariance tual vs Final udget
General Fund	\$	220,154	\$	220,154	\$ 263,684	\$	43530	\$	43530
Road Fund		79,393		79,393	90,611		11,218		11,218

#### Expenditures – Budget vs Actual for Fiscal Year Ended March 31, 2008:

	Ōı	enditures riginal udget	 Expenditures Final Budget		enditures Final Actual	Expenditures Variance Actual vs Original Budget		Va Ac	enditures ariance etual vs Final udget
General Fund	\$	262,980	\$ 262,980	\$	166,649	\$	96,331	\$	96,331
Road Fund		216,270	216,270		-0-		216270		216270

General fund financial and budgetary highlights of the fiscal year include:

- \* Property taxes, administration fees, and other taxes were slightly higher than the original and final budgetary projections.
- \* State sales tax distributions were up from the budgeted amounts, coming in at \$32,336, which exceeds by \$2,336 the budgeted estimates of \$30,000.
- \* Expenditures in total for the general fund were \$166,649 less than the final amended budget by \$96,331. This was largely due to the fact that expenditures for legislative activities, Township Hall expenditures, general government, and fire protection were considerably less than the amounts appropriated for these purposes.

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#### Governmental Funds (Continued)

Special revenue funds financial and budgetary highlights of the fiscal year include:

\* There were no expenditures incurred for Road repair during the year, although the Township had budgeted \$216,270.

#### **Proprietary Funds**

The Township's proprietary fund provides the same type of information found in the government-wide financial statements, but in more detail.

Net assets of the Water Fund at year-end were \$7,333.

The change in net assets was a gain of \$583.

#### **Capital Assets and Debt Administration**

#### Capital Assets

The Township's investment in capital assets, net of accumulated depreciation, for its governmental and business-type activities as of March 31 was \$701,269. The investment in capital assets includes land, buildings, improvements, infrastructure, machinery and equipment, and licensed vehicles.

Infrastructure assets represent \$ 9,085. All infrastructure is accounted for in the General Fund, and consists of sewer mains and lines.

A major capital event during the current fiscal year included:

\* The building and completion of the new Township Hall.

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#### Capital Assets and Debt Administration (Continued)

#### Long-term debt

The Township issued 2007 Limited Tax General Obligation Bonds in the amount of \$276,000 for the purpose of paying the cost of acquisition, construction, furnishing and equipping of a new community building and related improvements.

#### Other Economic Factors and Next Year's Budget

#### **Economic Factors**

Despite rising costs and limited resources, the Township will continue to strive to provide good social and cultural conditions that support healthy families, and maintain a safe and clean community in which to live.

#### **Accomplishments and Priorities**

- New tile flooring at the Camp 5 Community Building
- Consolidated the Township Offices, Fire Hall and Garage into one building.
- Sold the last remaining building (First Street Garage) in Alpha.
- Upgraded the phone system including high speed internet.
- Put a new dock at Stager Lake Park.

#### Significant plans and major priorities for the Township for the 2008-2009 fiscal year include:

- Upgrade our computer system.
- Obtain grant for new fire truck for Camp 5.
- Remove Bible Camp residents from Township water fund.
- New desks and window treatments for the office.

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#### **Requests for Information**

This financial report is designed to provide a general overview of the Township's finances for all those with an interest in the Township's finances. Questions concerning any of the information provided in this report or requests for additional information should be addressed to:

Township Supervisor Mastodon Township Crystal Falls, Michigan 49920 BASIC FINANCIAL STATEMENTS

### STATEMENT OF NET ASSETS

MARCH 31, 2008

		Primary G					
<u>ASSETS</u>		vernmental Activities		Business-type Activities		Totals	
Current Assets							
Cash and Cash Equivalents (Note C)	\$	798,106	\$	6,254	\$	804,360	
Receivables							
Taxes and Assessments		12,038		-		12,038	
Accounts Receivable Internal Balances		- (1,305)		99 1,305		99	
Due from External Parties		34,788		1,303		34,788	
Due nom External Farties		34,700	-			34,700	
Total Current Assets		843,627		7,658		851,285	
Noncurrent Assets							
Cash, Restricted		-		-		-	
Capital Assets, Net (Note H )		701,269				701,269	
Total Noncurrent Assets		701,269		-		701,269	
TOTAL ASSETS	\$	1,544,896	\$	7,658	\$	1,552,554	
<u>LIABILITIES</u>							
Current Liabilities							
Current Portion of Long-Term Debt		5,000		-		5,000	
Deferred Revenue				325		325	
Total Current Liabilities		5,000		325		5,325	
Long-Term Liabilities							
Bonds Payable		271,000				271,000	
Total Long-term Liabilities		271,000		-		271,000	
TOTAL LIABILITIES		276,000		325		276,325	
NET ASSETS							
Invested in Capital Assets, Net of Related Debt		425,269		-		425,269	
Restricted for Road Repair		314,949		-		314,949	
Restricted for Liquor Law Enforcement		466				466	
Restricted for Debt Service		1,508		-		1,508	
Restricted for Capital Projects		760		7 222		760	
Restricted for Water Repairs/Improvements Unrestricted and Undesignated		- 525 044		7,333		7,333	
omesmoled and ondesignated		525,944				525,944	
TOTAL NET ASSETS	\$	1,268,896	\$	7,333	\$	1,276,229	

# STATEMENT OF NET ASSETS

MARCH 31, 2008

nponent Units	Total Reporting Entity			
\$ 3,577	\$	807,937		
-		12,038 99		
 <u>-</u>		34,788		
3,577		854,862		
 - -		- 701,269		
-		701,269		
\$ 3,577	\$	1,556,131		
 - -		5,000 325		
-		5,325		
 		271,000		
-		271,000		
-		276,325		
- - -		425,269 314,949 466 1,508 760		
- 3,577		7,333 529,521		
\$ 3,577	 \$	1,279,806		

#### STATEMENT OF ACTIVITIES

YEAR ENDED MARCH 31, 2008

			Prog	gram Reve	nues			
	Expenses		Charges for Services		Operating Grants & Contributions		-	pital ants
Functions/Programs		_						
Primary Government -								
General government	\$	64,389	\$	2,114	\$	-	\$	-
Legislative		18,952						
Township property		21,307						
Public safety		31,427		5,509				-
Public works		16,682				4,182		
Parks and recreation		11,483				1,000		-
Interest on long-term debt		5,592						
Depreciation (Unallocated)		48,959						
Total Governmental Activities		218,791		7,623		5,182		-
Business-type Activities								
Water		5,408		5,937				
Total Business-type Activities		5,408		5,937		-		-
<b>Total Primary Government</b>		224,199		13,560		5,182		-
Component Units								
Alpha Mastodon Township								
Fire Department		2,122		-				9,400

# General Revenues: Taxes:

Property taxes levied for general operations

Property taxes levied road repair

Other taxes and fees

State Sales Tax Distribution

Gain on Sale of Property

Interest and Investment Earnings

Fundraising

Other

#### **Total General Revenues**

#### Other Revenues (Expenses)

Transfer From External Parties

**Change in Net Assets** 

Net Assets - Beginning of year

Net Assets - End of year

#### STATEMENT OF ACTIVITIES

YEAR ENDED MARCH 31, 2008

# Net (Expense) Revenue and Changes in Net Assets

Governmental Activities	Business-type Activities	Total	Component Units
\$ (62,275) (18,952) (21,307) (25,918) (12,500) (10,483) (5,592) (48,959)	\$ - -	\$ (62,275) (18,952) (21,307) (25,918) (12,500) (10,483) (5,592) (48,959)	\$ -
(205,986)	-	(205,986)	-
	529	529	
-	529	529	-
(205,986)	529	(205,457)	-
	<u> </u>	<u> </u>	7,278
139,059	-	139,059	-
77,801 48,313	-	77,801 48,313	-
32,336	-	32,336	-
21,796	<u>-</u> 	21,796	-
12,490	54	12,544	3,232
9,821		9,821	600
341,616	54_	341,670	3,832
9,895	-	9,895	(9,895)
145,525	583	146,108	1,215
1,123,371	6,750	1,130,121	2,362
\$ 1,268,896	\$ 7,333	\$ 1,276,229	\$ 3,577

# BALANCE SHEET - GOVERNMENTAL FUNDS

### MARCH 31, 2008

	General Fund	Road Fund	Pro	apital ojects und
ASSETS Cook and Investments (Note, C.)	Ф 480 002	¢ 206.262	\$	760
Cash and Investments (Note C) Receivables:	\$ 489,903	\$ 306,262	Ф	760
Taxes and Assessments	7,788	4,250		_
Accounts Receivable	-	-		-
Due from Other Funds	30,380	4,437		
TOTAL ASSETS	\$ 528,071	\$ 314,949	\$	760
LIABILITIES AND FUND BALANCES				
<u>Liabilities</u>				
Accrued Taxes	-	-		-
Accounts Payable Deferred Revenue	-	-		-
Due to Other Funds	- 2 127	-		-
Due to Other Funds	2,127	<del></del>		
Total Liabilities	2,127	-		-
Fund Balances				
Reserved for Road Repair	-	314,949		-
Reserved for Liquor Law Enforcement	-	-		-
Reserved for Capital Projects	-	-		760
Reserved for Debt Service	-	-		-
Unreserved and Undesignated	525,944	-		-
Total Fund Balances	525,944	314,949		760
TOTAL LIABILITIES AND FUND BALANCE	\$ 528,071	\$ 314,949	\$	760

# BALANCE SHEET - GOVERNMENTAL FUNDS

MARCH 31, 2008

Gove	onmajor ernmental Fund	Total Governmental Funds
\$	1,181	798,106
	-	12,038
	793	- 35,610
\$	1,974	\$ 845,754
	-	-
	-	-
	-	2,127
		2,121
	-	2,127
	_	314,949
	466	466
	-	760
	1,508	1,508
	-	525,944
	1,974	843,627
\$	1,974	\$ 845,754

#### **GOVERNMENTAL FUNDS**

#### RECONCILIATION OF BALANCE SHEET OF GOVERNMENTAL FUNDS TO NET ASSETS

MARCH 31, 2008

Fund Balances - Total Governmental Funds	\$ 843,627
Amounts reported for governmental activities in the statement of net assets are different because:	
Capital assets used in governmental activities are not financial resources and are not reported in the funds.  The cost of capital assets is: Accumulated depreciation is:	1,155,129 (453,860)
Long term liabilities are not due and payable in the current period and are not reported in the funds:  Bonds Payable Compensated Absences	(276,000)
Other long term assets not available to pay current period expenditures therefore deferred in the funds	-
Accrued interest is not included as a liability in governmental funds	-
Total Net Assets - Governmental Activities	\$ 1,268,896

# STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES – GOVERNMENTAL FUNDS

#### YEAR ENDED MARCH 31, 2008

	 General Fund	 Road Fund
REVENUE General Property taxes Other local taxes & assessments Fees/Penalties/ interest on taxes Licenses, permits, and fees Sale of property Use of money and property Charges for services Miscellaneous	\$ 139,059 27,753 24,217 2,114 22,000 5,384	\$ 77,801 1,522 - - - 7,106 -
Intergovernmental	 32,336	 4,182
TOTAL REVENUE	\$ 263,684	\$ 90,611
EXPENDITURES  Current Operating: General Government Legislative Township property Public safety Public works Parks and recreation Community Development Debt Service Interest Capital Outlay	64,389 18,952 23,739 32,004 16,682 11,483	- - - - - -
TOTAL EXPENDITURES	\$ 167,249	\$ -
Excess (Deficiency) of Revenues Over Expenditures	96,435	90,611
Other Financing Sources (Uses) Operating transfers in Operating transfers out Bond Proceeds	 (29,000)	 - - -
Total Other Financing Sources(Uses)	(29,000)	-
Net Change in Fund Balances	67,435	90,611
FUND BALANCE - BEGINNING OF YEAR	458,509	224,338
FUND BALANCE - END OF YEAR	\$ 525,944	\$ 314,949

# STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES – GOVERNMENTAL FUNDS

YEAR ENDED MARCH 31, 2008

Capital Projects Fund		Gove	Other Nonmajor Governmental Funds		Total Governmental Funds		
\$	_	\$	_	\$	216,860		
Ψ	_	Ψ	-	Ψ	29,275		
	-		-		24,217		
	-		-		2,114		
	-		-		22,000		
	-		-		12,490		
	-		-		-		
	-		-		10,821		
	<u>-</u>		330		36,848		
\$	-	\$	330	\$	354,625		
					64 290		
	-		-		64,389 18,952		
	_		-		23,739		
	_		323		32,327		
	_		-		16,682		
	-		-		11,483		
	-		-		-		
	_		5,592		5,592		
	397,240		-		397,240		
\$	397,240	\$	5,915	\$	570,404		
	(397,240)		(5,585)		(215,779)		
	22,000		7,000		29,000		
	- 276,000		-		(29,000) 276,000		
	210,000	-			210,000		
	298,000		7,000		276,000		
	(99,240)		1,415		60,221		
	100,000		559		783,406		
\$	760	\$	1,974	\$	843,627		

#### **GOVERNMENTAL FUNDS**

# RECONCILIATION OF THE STATEMENT OF REVENUE, EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMETNAL FUNDS TO THE STATEMENT OF ACTIVITIES

#### YEAR ENDED MARCH 31, 2008

Net Change in Fund Balances - Total Governmental Funds	\$ 60,221
Amounts reported for governmental activities in the statement of activities are different because:	
Governmental funds report capital outlays as expenditures; in the statement of activities, these costs are allocated over their estimated useful lives as depreciation.	
Depreciation Expense	(48,959)
Capital Outlay	410,467
Long term liabilities are not due and payable in the current period and are not reported in the funds:	
Bonds Payable	(276,000)
Governmental funds report the gross proceeds from the sale of an asset; the statement of activities report only the net gain from the sale	
Cost/basis of asset sold	(204)
Total	85,304

\$ 145,525

**Change in Net Assets of Governmental Activities** 

### STATEMENT OF FUND NET ASSETS -ENTERPRISE FUND

#### MARCH 31, 2008

	Water Fund	
ASSETS		
Current Assets:		
Cash, Unrestricted	\$	6,254
Receivables, Net		
Accounts		99
Due From Other Funds		1,305
Total Current Assets		7,658
TOTAL ASSETS	\$	7,658
LIABILITIES		
Current Liabilities:		
Deferred Revenues		325
Total Current Liabilities		325
TOTAL LIABILITIES		325
NET ASSETS		
Reserved		7,333
TOTAL NET ASSETS	\$	7,333

# STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET ASSETS - ENTERPRISE FUND

#### YEAR ENDED MARCH 31, 2008

	Water Fund	
OPERATING REVENUES Charges for Services Miscellaneous	\$	5,937 -
TOTAL OPERATING REVENUES		5,937
OPERATING EXPENSES  Personal Services and Benefits Contractual Services Repairs and Maintenance Other Supplies and Expenses Administrative Expenses Depreciation Miscellaneous		33 4,441 - 934 - -
TOTAL OPERATING EXPENSES		5,408
OPERATING INCOME (LOSS)		529
Non-Operating Revenues (Expenses:) Interest Revenue		54
Total Non-Operating Revenues (Expenses)		54
Change in Net Assets		583
NET ASSETS, BEGINNING OF YEAR		6,750
NET ASSETS, END OF YEAR	\$	7,333

#### STATEMENT OF CASH FLOWS - ENTERPRISE FUND

#### FISCAL YEAR ENDED MARCH 31, 2008

CASH FLOWS FROM (USED BY)	Wat	er Fund
OPERATING ACTIVITIES		
Net cash received from fees and services	\$	6,153
Other operating revenues		(0.0)
Cash payments to employees for services		(33)
Cash payments to goods and services		(5,375)
Other operating expenses		
NET CASH FROM OPERATING ACTIVITIES		745
NON CAPITAL AND FINANCING ACTIVITIES		
Increase (decrease) in due to other funds		-
(Increase) decrease in due from other funds		(1,305)
Net operating transfers in (out)		
NET CASH FROM NON CAPITAL AND FINANCING ACTIVITIES		(1,305)
CAPITAL AND RELATED FINANCING ACTIVITIES  Acquisition and construction of capital assets  Principal payment on long-term bonds Interest paid on long-term bonds Interest and tax expense  Proceeds from borrowings  Contributed capital grants		
NET CASH USED BY CAPITAL AND RELATED FINANCING ACTIVITIES		-
INVESTING ACTIVITIES		
Interest Income		54
NET CASH FROM INVESTING ACTIVITIES		54
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS		(506)
Cash and Cash Equivalents, Beginning of Year		6,760
Cash and Cash Equivalents, End of Year	\$	6,254

# STATEMENT OF CASH FLOWS - ENTERPRISE FUND (CONTINUED)

FISCAL YEAR ENDED MARCH 31, 2008

# CASH FLOWS FROM OPERATING ACTIVITIES

Operating Income Adjustment to reconcile operating income to net cash provided by operating activities:	\$ 529
Depreciation     Provision for uncollectible accounts     Changes in assets and liabilities :	-
(Increase) Decrease in accounts receivable Increase (Decrease) in accounts payable	266
Increase (Decrease) in deferred revenue	(50)
Increase (Decrease) in customer deposits	
NET CASH FROM OPERATING ACTIVITIES	\$ 745

## FIDUCIARY FUND

## STATEMENT OF FIDUCIARY NET ASSETS

MARCH 31, 2008

	Agency Fund
ASSETS Cash and Cash Equivalents	\$ 66,250
TOTAL ASSETS	\$ 66,250
LIABILITIES  Due to Other Funds  Due to Other Governmental Units	34,788 31,462
TOTAL LIABILITIES	\$ 66,250
NET ASSETS	\$ -

The notes to the financial statements are an integral part of this report.

## STATEMENT OF NET ASSETS – DISCRETELY PRESENTED COMPONENT UNITS

MARCH 31, 2008

	Alpha Mastodon Township Fire Department					
ASSETS Current Assets Cash and cash equivalents	\$ 3,577					
Total Current Assets	3,577					
TOTAL ASSETS	\$ 3,577					
NET ASSETS Invested in Capital Assets, Net of Related Debt Net Assets, Unreserved	- 3,577					
TOTAL NET ASSETS	\$ 3,577					

## STATEMENT OF ACTIVITIES – DISCRETELY PRESENTED COMPONENT UNITS

## YEAR ENDED MARCH 31, 2008

Alpha Mastodon	Ex	Charges for xpenses Services		Operating Grants and Contributions		Capital Grants		Net (Expense) Revenue and Change in Net Assets		
Township Fire Department	\$	2,122	\$	-	\$	-	\$	9,400	\$	7,278
	\$	2,122	\$		\$	-	\$	9,400	\$	7,278
	General Revenues: Fund Raising Interest and Investment earnings								3,232	
	Miscellaneous  Total General Revenues								3,832	
	Other Revenues (Expenses)  Transfer to External Parties									(9,895)
	Change in Net Assets								1,215	
	Net Assets-Beginning of Year								2,362	
	Net Assets-End of Year							\$	3,577	

NOTES TO THE FINANCIAL STATEMENTS

#### NOTES TO THE FINANCIAL STATEMENTS

MARCH 31, 2008

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting methods and procedures adopted by the **Township of Mastodon**, Alpha, Michigan, conform to generally accepted accounting principles as applicable to governmental entities. The following is a summary of the more significant policies:

#### THE FINANCIAL REPORTING ENTITY

The **Township of Mastodon** covers an area of approximately 83789 acres. The Township operates under an elected Council (5 members) and provides services to approximately 435 residents in many areas including law enforcement protection, general administration, and water services. In accordance with the provisions of GASB 14, certain other governmental organizations are not considered to be part of the Township entity for financial reporting purposes. The criteria established by GASB 14 for determining the various governmental organizations to be included in the reporting entity's financial statements include separation of electing governing body and legal status, and fiscal independence.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### THE FINANCIAL REPORTING ENTITY (Continued)

On this basis, the financial statements of the Alpha Mastodon Township Fire Department are included in the financial statements of the Township as discretely presented component units.

### **BLENDED COMPONENT UNITS**

A blended component unit is a legally separate entity from the local unit, but it is so intertwined with the unit that it is, in substance, the same as the local governmental unit.

A basic strategy of GASB 14 is to present financial information for component units separately from the financial information for the primary government. This is achieved through the discrete presentation method. However, in the case of blended component units, GASB believes that it would be more appropriate to use the blending method to incorporate the financial information of a component unit into the reporting entity's financial statements.

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### **BLENDED COMPONENT UNITS (Continued)**

When the blending method is used, transactions and balances of a component unit are merged with similar transactions and balances of the primary government so that there is no way to identify which balances relate to the component unit and which relate to the primary government.

There are no blended component units reported in the audited financial statements for the **Township of Mastodon**.

### **JOINT VENTURES**

A joint venture is a legal entity or other organization that results from a contractual agreement and that is owned, operated, or governed by two or more participants as a separate and specific activity subject to joint control, in which the participants retain an ongoing financial interest or an ongoing financial responsibility.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

## **JOINT VENTURES** (Continued)

An ongoing financial responsibility is determined as a participating government's obligation in some manner for debts or the joint venture's existence depends on continued funding by the participating government.

There are no joint ventures to be reported.

### **JOINTLY GOVERNED ORGANIZATIONS**

A jointly governed organization is a multi-governmental arrangement that is governed by representatives from each of the governments that create the organization, but that is not a joint venture because the participants do not retain an ongoing financial interest or responsibility.

There are no jointly governed organizations to be reported.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

## NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### **RELATED ORGANIZATIONS**

A related organization is an organization for which a primary government is not financially accountable (because it does not impose will or have a financial benefit or burden relations) even though the primary government appoints a voting majority of the organization's governing board.

There are no related organizations to be reported.

#### **BASIS OF PRESENTATION**

The Township follows GASB Statement No. 34, Basic Financial Statements – and Management's Discussion and Analysis - for State and Local Governments. GASB Statement No. 34 adds the following components to the financial statements:

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### **BASIS OF PRESENTATION (Continued)**

#### Management's Discussion and Analysis

A narrative introduction and analytical overview of the government's financial activities. This analysis is similar to analysis the private sector provides in their annual reports.

### Government-wide financial statements

These include financial statements prepared using full accrual accounting for all of the government's activities. This approach includes not just current assets and liabilities (such as cash and accounts payable) but also capital assets and long-term liabilities (such as buildings and infrastructure, including bridges and roads, and general obligation debt). Accrual accounting also reports all of the revenues and costs of providing services each year, not just those received or paid in the current year or soon thereafter.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### **BASIS OF PRESENTATION (Continued)**

### Government-wide financial statements (Continued)

The government-wide statements include the Statement of Net Assets and the Statement of Program Activities.

### Statement of Net Assets

The Statement of Net Assets displays the financial position of the primary government (government and business-type activities) and its discretely presented component unit.

Governments report all capital assets, including infrastructure, in the government-wide Statement of Net Assets and report depreciation expenses - the cost of "using up" capital assets - in the Statement of Activities.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### **BASIS OF PRESENTATION (Continued)**

### Statement of Net Assets (Continued)

The net assets of a government are broken down into three categories - 1) invested in capital assets, net of related debt; 2) restricted; and 3) unrestricted.

### Statement of Program Activities

The statement of program activities reports expenses and revenues in a format that focuses on the cost of the government's functions. The expense of individual functions is compared to the revenues generated directly by the function (for instance, through user charges or intergovernmental grants).

## Budgetary comparison schedule

Demonstrating compliance with the adopted budget is an important component of a government's accountability to the public.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

#### **BASIS OF PRESENTATION (Continued)**

### **Budgetary comparison schedules (Continued)**

Many citizens participate in the process of establishing the annual operating budgets of state and local governments, and have a keen interest in following the actual financial progress of their governments over the course of the year. The Township and many other governments revise their original budgets over the course of the year for a variety of reasons.

As required by accounting principles generally accepted in the United States of America, these financial statements present the primary government entities for which the government is considered to be financially accountable. The discretely presented component units are reported in a separate column in the government-wide statements to emphasize they are legally separate from the primary government. The discretely presented component unit has a March 31 fiscal year-end.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

#### **BASIS OF PRESENTATION (Continued)**

## GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

The basic financial statements include both government-wide (based on the Township as a whole) and fund financial statements.

The reporting model focus is on both the Township as a whole and the fund financial statements, including the major individual funds of governmental and business-type categories, as well as the fiduciary funds, (by category) and the component unit.

The following criteria is applied for major fund qualification:

Total assets, liabilities, revenues, or expenditures/expenses (excluding extraordinary items) of an individual fund are at least 10% of the corresponding total for a fund type.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

### **BASIS OF PRESENTATION (Continued)**

# **GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (Continued)**

Total assets, liabilities, revenues, or expenditures/expenses (excluding extraordinary items) of an individual fund are at least 5% of the corresponding total for the total of all governmental and enterprise funds combined.

Assets, or any other element taken one at a time would have to pass both the 10% test and the 5% test for the fund to be considered a major fund.

Both the government-wide and fund financial statements (within the basic financial statements) categorize primary activities as either governmental or business type. In the government-wide Statement of Net Assets, both the governmental and business-type activities columns (a) are presented on a consolidated basis by column, and (b) are reflected, on a full accrual, economic resource basis, which incorporates long-term assets and receivables as well as long-term debt and obligations.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

#### **BASIS OF PRESENTATION (Continued)**

## GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (Continued)

Both governmental-wide and fund financial statement presentations provide valuable information that can be analyzed and compared (between years and between governments) to enhance the usefulness of the financial information.

The Township generally uses restricted assets first for expenses incurred for which both restricted and unrestricted assets are available. The Township may defer the use of restricted assets based on a review of the specific transaction.

The government-wide Statement of Activities reflects both the gross and net cost per functional category (public safety, public works, parks and recreation, etc.) that are otherwise being supported by general government revenues (property, sales and use taxes, certain intergovernmental revenues, fines, permits and charges, etc.).

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

#### **BASIS OF PRESENTATION (Continued)**

## GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (Continued)

The Statement of Activities reduces gross expenses (including depreciation) by related program revenues, operating and capital grants, and contributions.

The program revenues must be directly associated with the function (public safety, public works, culture and recreation, etc.) or a business-type activity. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function and 2) grants and contributions that are restricted to meeting the operation or capital requirement of a particular function or segment. Taxes and other items not properly included among program revenues are reported as general revenues. The Township does not allocate indirect expenses.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

#### **BASIS OF PRESENTATION (Continued)**

## GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (Continued)

The operating grants and contributions column includes operating-specific and discretionary (either operating or capital) grants while the capital grants and contributions column reflects capital-specific grants.

In the fund financial statements, financial transactions and accounts of the Township are organized in the basis of funds. The operation of each fund is considered to be an independent fiscal and separate accounting entity, with a self-balancing sets of accounts recording cash and/or other financial resources together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. The fund statements are presented on a current financial resource and modified accrual basis of accounting.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

#### **BASIS OF PRESENTATION (Continued)**

# GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (Continued)

This is the manner in which these funds are normally budgeted. Since the governmental fund statements are presented on a different measurement focus and basis of accounting than the government-wide statements' governmental activities column, a reconciliation is presented which briefly explains the adjustments necessary to reconcile the fund financial statements to the governmental activities column of the government-wide financial statements.

The Township's fiduciary funds are presented in the fund financial statements by type (pension, private purpose and agency). Since by definition these assets are being held for the benefit of a third party (other local governments, private parties, pension participants, etc.) and cannot be used to address activities or obligations of the government, these funds are not incorporated into the government-wide financial statements.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

### **BASIS OF PRESENTATION (Continued)**

# GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (Continued)

The following is a brief description of the specific funds used by the Township.

### **GOVERNMENTAL FUNDS**

These funds are those through which most governmental functions typically are financed.

The acquisition, use, and balances of the Township's expendable financial resources and the related current liabilities, except those accounted for in the Proprietary Fund, are accounted for through the Governmental Funds. These funds are as follows:

#### General Fund

This fund is used for all financial transactions not accounted for in another fund, including the general operating expenditures of the local unit.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### **BASIS OF PRESENTATION (Continued)**

#### **GOVERNMENTAL FUNDS (Continued)**

#### General Fund (Continued)

Revenues are derived primarily from property taxes and state and federal distributions, grants and other intergovernmental revenues.

The General Fund is always considered a major fund for reporting purposes.

#### Special Revenue Funds

These funds are used to account for specific governmental revenues requiring separate accounting because of legal or regulatory provisions or administrative action. The Township's *Liquor Law Enforcement* and *Road Repair* funds are Special Revenue Funds.

The Road Repair fund is considered a major fund for reporting purposes. The Liquor Law Enforcement fund is considered a non-major fund for reporting purposes.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### **BASIS OF PRESENTATION (Continued)**

#### **GOVERNMENTAL FUNDS**

#### Debt Service Fund

This fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest. The Debt Service fund is a non-major fund for reporting purposes.

### Capital Projects Fund

These funds are used to account for the purchase and/or construction of capital facilities by a governmental unit which is not accounted for by Proprietary Funds, Special Assessment Funds, or Trust Funds. The various resources of the governmental unit to be used in the projects, such as General Fund contributions, grants from other units of government and bond proceeds, flow into the Capital Projects Fund. Expenditures incurred in the development of the facility are also recorded within the Capital Projects Fund.

During the fiscal year ended March 31, 2008, the Township maintained one capital project fund. The Capital Projects Fund is a major fund for reporting purposes.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### **BASIS OF PRESENTATION (Continued)**

### **PROPRIETARY FUNDS**

### Enterprise Funds

These funds are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises----where the intent of the governing body is that the costs (expenses including depreciation) of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purpose. The Township's *Water Fund* is an Enterprise Fund.

For reporting purposes, the Water Fund is considered to be a major fund.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2007

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### **BASIS OF PRESENTATION (Continued)**

#### FIDUCIARY FUNDS

Trust and Agency Funds are used to account for assets held by the Township in a trustee capacity for individuals, private organizations, other governmental units, and/or other funds. The Township's *Current Tax Collection Fund* is a Fiduciary Fund.

Accounting for Expendable Trust funds parallels accounting for governmental fund (modified accrual basis/approximate flow of current financial resources).

### **MEASUREMENT FOCUS**

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using the current financial resources measurement focus. With this measurement focus, only current liabilities generally are included on the balance sheet in the funds statements. Long-term assets and long-term liabilities are included in the government-wide statements.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### **BASIS OF PRESENTATION (Continued)**

#### **MEASUREMENT FOCUS**

Operating statements of the governmental funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

The government-wide statement of net assets and statement of activities, all proprietary funds, and private purpose trust funds and pension trust funds (when applicable) are accounted for on a flow of economic resources measurement focus.

With this measurement focus, all assets and all liabilities associated with the operation of these activities are either included on the statement of net assets or on the statement of fiduciary net assets.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### **BASIS OF PRESENTATION (Continued)**

### **MEASUREMENT FOCUS** (Continued)

Proprietary fund-type operating statements present increases (e.g., revenues) and decreases (e.g., expenses) in net total assets.

The statement of net assets, statement of activities, financial statements of the Proprietary Fund and the Fiduciary Fund are presented on the accrual basis of accounting. Under this method of accounting, revenues are recognized when earned and expenses are recorded when liabilities are incurred without regard to receipt or disbursement of cash.

The fund financial statements of the General, Special Revenue, Debt Service, and Capital Projects funds (when applicable) are maintained and reported on the modified accrual basis of accounting using the current financial resources measurement focus.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### **BASIS OF PRESENTATION (Continued)**

#### **MEASUREMENT FOCUS (Continued)**

Under this method of accounting, revenues are recognized in the period in which they become measurable and available. With respect to real and personal property tax revenue and other local taxes, the term "available" is limited to collection within sixty days of the fiscal year-end. Levies made prior to the fiscal year-end but which are not available are deferred. Interest income is recorded as earned. Federal and State reimbursement-type grants revenue is considered to be measurable and available as revenue when related eligible expenditures are incurred.

Expenditures, other than accrued interest on long-term debt, are recorded when the fund liability is incurred.

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### **BASIS OF PRESENTATION (Continued)**

### **MEASUREMENT FOCUS** (Continued)

The local government unit applies all GASB pronouncements as well as the FASB pronouncements issued on or before November 30, 1989, unless those pronouncements conflict with or contradict GASB pronouncements.

#### **ENCUMBRANCES**

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriations, is employed for accountability purposes only.

It is the Township's policy to honor all unfilled contracts/orders at year-end, but the authority to complete these transactions is provided by the new year's budget appropriations, as unexpended appropriations of the current year lapse at year-end.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### **BASIS OF PRESENTATION (Continued)**

## **CASH AND CASH EQUIVALENTS**

The Township pools cash resources of its various funds to facilitate the management of cash. Cash applicable to a particular fund is readily identifiable. The balance in the pooled cash accounts is available to meet current operating requirements.

The Township classifies cash on hand, cash on deposit (including certificates of deposit), and highly liquid investments with an original maturity of ninety days or less when purchased as cash in its financial statements.

### **INVENTORIES**

Inventories of supplies are expended as received.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### **BASIS OF PRESENTATION (Continued)**

### **RECEIVABLES**

Accounts which will be collected within sixty days of yearend are accrued as accounts receivable in the General and Special Revenue Funds. User charges for the Proprietary Fund are recorded as receivable when billed. On an annual basis the charges are reviewed for collectibility. Those deemed uncollectible are assigned to the tax roll.

### **INTEREST RECEIVABLE**

Interest on certificates of deposit is recorded as revenue in the year the interest is earned and is available to pay liabilities of the current period.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### **BASIS OF PRESENTATION (Continued)**

### **DUE TO/FROM OTHER FUNDS**

Transactions between funds that had not been paid or received as of fiscal year end have been recorded as interfund accounts receivable and payable in the financial statements. These inter-fund receivables and payables do not represent Board-approved loans between funds.

#### **DEFERRED REVENUE**

Deferred revenue represents amounts under the modified accrual basis of accounting for which asset recognition criteria have been met but for which revenue recognition criteria have not been met, whereby such amounts are measurable but not considered currently available resources.

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### **BASIS OF PRESENTATION (Continued)**

#### **FUND EQUITY**

The unreserved fund balances for governmental funds represent the amount available for budgeting future operations. The reserved fund balances represent the amount that has been legally identified for specific purposes. Designated fund balances represent amounts earmarked by the Township for future expenditures.

Unreserved retained earnings represent net assets available for future operations or distribution. Reserved retained earnings represent net assets that have been legally identified for specific purposes. Designated retained earnings represent amounts earmarked by the Township for future expenditures.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### **BASIS OF PRESENTATION (Continued)**

#### **FUND EQUITY**

The Township has a reserved fund balance at March 31, 2008 as follows:

\$ 314,949 is reserved for the maintenance and improvement of Township roads in the Road Fund.

\$ 466 is reserved for Liquor Law Enforcement in the Liquor Law Enforcement Fund.

\$ 1508 is reserved for Debt Service in the Debt Service Fund.

\$ 760 is reserved for Capital Projects in the Capital Projects Fund.

\$ 7,333 is reserved for Water Fund repairs and improvements in the Water Fund.

### **BUDGETS AND BUDGETARY ACCOUNTING**

The Township follows the State of Michigan Uniform Budgeting and Accounting Act for budgeting purposes.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### **BASIS OF PRESENTATION (Continued)**

# **BUDGETS AND BUDGETARY ACCOUNTING** (Continued)

Budgets are adopted on a basis consistent with generally accepted accounting principles. Annual appropriated budgets are adopted for the general and special revenue funds. Unexpended appropriations lapse at fiscal year-end.

The following procedures are followed in establishing the budgetary data reflected in the financial statements:

1. Prior to March 31 of the preceding fiscal year, the Township prepares a budget for the next fiscal year beginning April 01. The operating budget includes proposed expenditures and the means of financing them.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### **BASIS OF PRESENTATION (Continued)**

## **BUDGETS AND BUDGETARY ACCOUNTING** (Continued)

- 2. A meeting of the Township Board is then called for the purpose of adopting the proposed budget after sufficient public notice of the meeting has been given.
- 3. Prior to April 01, the budget is legally enacted through passage of a resolution by the members of the Township Board.

Once the budget is approved, it can be amended at the Function and Fund level only by approval of a majority of the members of the Township Board. Amendments are presented to the Board at their regular meetings. Each amendment must have Board approval.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### **BASIS OF PRESENTATION (Continued)**

#### PROPERTY TAX

Property taxes are levied on December 31 and payable in two installments on July 01 and December 01. They become delinquent the following March 01.

The Township bills and collects its own property taxes and also collects taxes for the school district and county. Collections for the schools and county are accounted for in the Trust and Agency Fund. Township property tax revenues are recognized when levied to the extent they are receivable. The County of Iron purchases from the Township the delinquent real property taxes outstanding as of March 01 of each year. The 2007 Taxable Valuation of the Township was \$ 54,876,133, on which is levied 2.5342 mills for general operation of the Township, and 1.4179 mills for the maintenance and improvement of Township roads.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### **BASIS OF PRESENTATION (Continued)**

#### NON-MONETARY TRANSACTIONS

The Single Audit Act of 1984, as amended, and OMB Circular A-133 defines federal financial assistance to include both monetary and non-monetary forms of assistance provided by or passed down from a federal agency, such as grants, contracts, loans, loan guarantees, property, etc.

#### **CAPITAL ASSETS**

Capital outlays are recorded as expenditures of the General, Special Revenue, and Capital Projects Funds and as assets in the governmental-wide statements to the extent the Township's capitalization threshold of \$ 500 is met. Depreciation is recorded on general fixed assets on a government-wide basis using the straight-line method and the following estimated useful lives:

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2007

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### **BASIS OF PRESENTATION (Continued)**

**CAPITAL ASSETS** (Continued)

**Buildings...... 20 - 50 years** 

Infrastructure...... 10 - 65 years

**Furniture and Other** 

**Equipment...... 5 - 20 years** 

To the extent the Township's capitalization threshold of \$500 is met, capital outlays of the Proprietary Funds are recorded as fixed assets and depreciated over their estimated useful lives on a straight-line basis on both the funds basis and the governmental-wide basis using the straight-line method and the following estimated useful lives:

**Equipment...... 5 - 20 years** 

Land Improvements...... 20 years

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### **BASIS OF PRESENTATION (Continued)**

#### **CAPITAL ASSETS** (Continued)

All fixed assets are valued at historical cost or estimated historical cost if actual cost was not available. Donated fixed assets are valued at their estimated fair market value on the date donated.

Maintenance, repairs, and minor equipment costs are charged to operations when incurred. Expenses that materially change capacities or extend useful lives are capitalized. Upon sale or retirement of land, buildings, and equipment, the cost and related accumulated depreciation, if applicable, are eliminated from the respective accounts and any resulting gain or loss is included in the results of operations.

#### **COMPENSATED ABSENCES**

The Township has no employees eligible to accrue vacation or sick pay.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### **BASIS OF PRESENTATION (Continued)**

#### POST EMPLOYMENT BENEFITS

The Township offers no post-employment benefits.

#### **USE OF ESTIMATES**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

#### NOTE B - INTER-FUND ACTIVITIES

#### INTER-FUND RECEIVABLES AND PAYABLES

Inter-fund receivables and payables do not represent interfund borrowings; instead, they represent actual amounts which are pending between funds at year-end due to the timing of cash flows. Generally, these amounts clear shortly after year-end when resources become available.

The amounts of the inter-fund receivables and payables as of March 31, 2008 were as follows:

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

### NOTE B – INTER-FUND ACTIVITIES (CONTINUED)

<u>Fund</u>	Inter-fund <u>Receivable</u>	Inter-fund <u>Payable</u>
General	\$ 30380	\$ 2127
Liquor Law Enforcement	793	-0-
Road Repair	4437	-0-
Trust and Agency	-0-	34788
Water Fund	<u>1305</u>	
Totals	\$ <u>36915</u>	\$ <u>36915</u>

Summary by Fund Classification	Inter-fund Receivable	Inter-fund Payable
Major Funds - Governmental	\$ 34817	\$ 2127
Non-Major Funds – Governmental	793	-0-
Enterprise Funds	1305	-0-
Agency Fund		34788
Totals	\$ <u>36915</u>	\$ <u>36915</u>

At year-end, the Trust and Agency Fund had amounts due to both the General Fund and the Road Fund from current property tax collections.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

### NOTE B – INTER-FUND ACTIVITIES (CONTINUED)

Other payables and receivables represent timing differences in the receipt and disbursements of funds relating to operating activities.

### **OPERATING TRANSFERS**

Inter-fund transfers are the result of legally authorized transfers from a fund receiving revenue to the fund through which the resources are to be expended.

During the fiscal year ended March 31, 2008, the Township authorized the following transfers:

Transfers In	Transfers Out
\$ -0-	\$ 29000
22000	-0-
<u>7000</u>	0-
\$ <u>29000</u>	\$ <u>29000</u>
	22000 7000

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### **NOTE B – INTER-FUND ACTIVITIES (CONTINUED)**

#### **OPERATING TRANSFERS** (Continued)

Summary by Fund Classification	<u>T</u> 1	ransfers In	<u>Tra</u>	nsfers Out
Major Funds - Governmental	\$	22000	\$	29000
Non-Major Funds – Governmental	_	7000		-0-
Totals	\$	29000	\$	<u>29000</u>

The General Fund transfers funds to the Debt Service Fund to provide monies for payment of principal and interest on loans, and also transferred monies to help with the cost of the new Township Hall.

#### **OTHER FINANCING SOURCES (USES)**

The transfers of cash between the various Township funds are budgeted but reported separately from revenues and expenditures as operating transfers in or (out), unless they represent temporary advances that are to be repaid, in which case, they are carried as assets and liabilities of the advancing or borrowing funds.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

## NOTE C - CASH, DEPOSITS, AND INVESTMENTS

### **PRIMARY GOVERNMENT**

On March 31, 2008, the carrying value of the Township's deposits (Primary Government) was \$ 870,610 and is comprised of cash and deposits reflected in the following funds:

\$	489903
,	306262
	(327)
	1508
_	760
	798106
_	6254
	6254
	66250
	66250
\$	870610
	\$ 

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

## NOTE C - CASH, DEPOSITS, AND INVESTMENTS (CONTINUED)

The Governmental Accounting Standards Board Statement No. 3, risk disclosures for the local unit's cash deposits classifies cash according to three levels of risk.

The three levels of risk are as follows:

#### Category 1

Deposits which are insured or collateralized with securities held by the Township or its agent in the Township's name.

#### Category 2

Deposits which are collateralized with securities held by the pledging financial institution's trust department or agent in the Township's name.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

### NOTE C - CASH, DEPOSITS, AND INVESTMENTS (CONTINUED)

## Category 3

Deposits which are not collateralized or insured.

Based on these levels of risk, the Township's cash deposits (Primary Government) are classified as follows:

### **SCHEDULE OF CASH AND DEPOSITS**

### **PRIMARY GOVERNMENT**

	Category 1	Category 2	Category 3	Totals
Cash and Deposits	\$ 219743	\$ -0-	\$ 650867	\$ 870610

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

### NOTE C - CASH, DEPOSITS, AND INVESTMENTS (CONTINUED)

## **SCHEDULE OF CASH AND DEPOSITS** (Continued)

## **COMPONENT UNITS**

On March 31, 2008, the carrying value of the Component Unit's deposits was \$ 3,577 and is comprised of cash and deposits reflected as follows:

Alpha Mastodon Township Fire Department	\$ 3577	
Total Component Unit	\$ 3577	

Based on the levels of risk, the Component Unit's cash and deposits are classified as follows:

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE C - CASH, DEPOSITS, AND INVESTMENTS (CONTINUED)

#### **SCHEDULE OF CASH AND DEPOSITS** (Continued)

	Category 1	Category 2	Category 3	Totals
Component Units Cash and Deposits	\$ 3577	\$ -0-	\$ -0-	\$ 3577

#### **INVESTMENTS**

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. Custodial risk is the risk that, in the event of the failure of the counterparty, the Township will not be able to recover the value of its investments or collateral securities in the possession of an outside party.

The Township's investments are categorized below to give an indication of the level of risk assumed at year-end. **Category 1** includes investments that are insured or registered or for which the securities are held by the Township or its agent in the Township's name.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

### NOTE C - CASH, DEPOSITS, AND INVESTMENTS (CONTINUED)

#### **INVESTMENTS** (Continued)

Category 2 includes uninsured and unregistered investments for which the securities are held by the broker's or dealer's safekeeping department or agent in the Township's name. Category 3 includes uninsured and registered investments for which the securities are held by the broker or dealer, or by its safekeeping department or agent, but not in the Township's name.

There are no investments for the Township, as reflected below:

Investment Type	Category 1	Category 2	Category 3	Carrying Value	Market Value
\$	\$	\$	\$	\$	\$ 
<b>Total Investments</b>	\$	\$	\$	\$	\$

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE C - CASH, DEPOSITS, AND INVESTMENTS (CONTINUED)

#### **STATUTORY AUTHORITY**

Act 196, PA 1997, authorizes the Township to deposit and invest in:

- 1. Bonds, securities, and other obligations of the United States or an agency or instrumentality of the United States.
- 2. Certificates of deposit, savings accounts, or depository receipts of a financial institution eligible to be a depository of funds belonging to the State of Michigan under a law or rule of this state or the United States.
- 3. Commercial paper rated at the time of purchase within the two highest classifications established by not less than two standard rating services and that matures not more than 270 days after the date of purchase.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE C - CASH, DEPOSITS, AND INVESTMENTS (CONTINUED)

### **STATUTORY AUTHORITY** (Continued)

- 4. Repurchase agreements consisting of instruments issued by the United States or an agency or instrumentality of the United States.
- 5. Bankers acceptance of United States banks.
- 6. Obligations of the State of Michigan or any of its political subdivisions that at the time of purchase are rated as investment grade by not less than one standard rating service.
- 7. Mutual funds registered under the Investment Act of 1950 with the authority to purchase only investment vehicles that are legal for direct investment by a public corporation.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE C - CASH, DEPOSITS, AND INVESTMENTS (CONTINUED)

#### **STATUTORY AUTHORITY** (Continued)

The Township has adopted an investment policy, allowing for all types of deposits and investments listed above. The Township's deposits and investments are in compliance with it's investment policy.

#### **NOTE D - PENSION PLAN**

The Township has no pension plan.

#### NOTE E - EXCESS OF EXPENDITURES OVER APPROPRIATIONS IN BUDGETARY FUNDS

#### **BUDGET VIOLATIONS**

P.A. 621 of 1978, SECTION 18 (1), as amended, provides a local unit shall not incur expenditures in excess of the amounts appropriated. The **Township of Mastodon**'s actual expenditures and budgeted expenditures for the funds budgeted have been shown on an activity basis.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

## NOTE E - EXCESS OF EXPENDITURES OVER APPROPRIATIONS IN BUDGETARY FUNDS (CONTINUED)

#### **BUDGET VIOLATIONS** (Continued)

The approved budgets of the **Township of Mastodon** were adopted at the activity level. The budget is prepared on the modified accrual basis of accounting, which is the same basis as the financial statements.

The total actual 2007-2008 expenditures for the following activities (cost centers) exceeded the amended budget allocations by a total of \$2,900, contrary to the provisions of Section 17 of Public Act 621 of 1978, the "Uniform Budgeting and Accounting Act".

ACTIVITY (COST CENTER) General Fund	AC	CTUAL	<u>BUD</u>	<u>GET</u>	OVER <u>EXPENDITURES</u>
Transfer Out – Capital Projects Fund Transfer Out – Debt Service Fund	\$	22000 7000	\$	-0- -0-	\$ 22000 7000

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE F - ACCUMULATED FUND DEFICITS

At March 31, 2008, the Township had no fund balance/retained earnings deficit in any fund.

#### **NOTE G - RISK MANAGEMENT**

The Township is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Township maintains commercial insurance coverage covering each of those risks of loss. Management believes such coverage is sufficient to preclude any significant uninsured losses to the Township.

#### **NOTE H - CAPITAL ASSETS**

The following is a summary of the changes in capital assets for the fiscal year ended March 31, 2008:

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

## NOTE H - CAPITAL ASSETS (CONTINUED)

GOVERNMENTAL ACTIVITIES	Balance March 31, 2007	Increases	Decreases	Balance March 31, 2008
Capital Assets Not Being Depreciated	\$	\$	\$	\$
Land and Land Improvements	22849	0-	0-	22849
Total Capital Assets Not Being				
Depreciated	22849	-0-	-0-	22849
Other Capital Assets				
Construction in Progress	-0-	-0-	-0-	-0-
Buildings	49748	399672	1200	448220
Furniture and Other Equipment	664180	10795	-0-	674975
Sewer Mains/Lines	9085	0-		9085
<b>Total Other Capital Assets</b>	723013	410467	1200	1132280
Less Accumulated Depreciation for:				
Buildings	(14149)	(6780)	(996)	(19933)
Furniture and Other Equipment	(391322)	(42039)	-0-	(433361)
Sewer Mains/Lines	(426)	(140)	0-	(566)
Total Accumulated Depreciation	(405897)	(48959)	(996)	(453860)
Other Capital Assets, Net	317116	361508	204	678420
TOTAL ASSETS	\$ <u>339965</u>	\$ <u>361508</u>	\$ <u>204</u>	\$ <u>701269</u>

Depreciation was charged to governmental functions as allocated.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### **NOTE H - CAPITAL ASSETS (CONTINUED)**

#### **BUSINESS-TYPE ACTIVITIES**

There are no capital assets or depreciation for the businesstype activities for the fiscal year ended March 31, 2008.

#### NOTE I - LONG-TERM DEBT - BUSINESS-TYPE ACTIVITIES

	Balance March 31, 2007_	Inc	creases	D€	ecreases	_	Balance arch 31, 2008
BUSINESS-TYPE ACTIVITIES 2007 Limited Tax General Obligation Bonds	\$	\$	276000	\$		\$ _	276000
Total	\$	\$	276000	\$		\$ _	276000

### 2007 LIMITED TAX GENERAL OBLIGATION BOND

In July 11, 2007 pursuant t the provisions of Act 34, Public Acts of Michigan, 2001, as amended, the Township of Mastodon approved the issuance of 2007 Limited Tax General Obligation Bonds in the amount of \$276,000 for the purpose of paying the cost of acquisition, construction, furnishing and equipping of a new community building and related improvements.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

#### NOTE I - LONG-TERM DEBT - BUSINESS-TYPE ACTIVITIES

## 2007 LIMITED TAX GENERAL OBLIGATION BOND (Continued)

Interest is payable on the Bond at the rate of four and onequarter percent (4.25%) per annum, first payable on January 01, 2008 and semi-annually thereafter on July and January of each year, with the option of prepayment of principal installments on the Bond in inverse chronological order on any date on or after July 01, 2008, at par and accrued interest to the date fixed for prepayment.

Scheduled payments of principal and interest are as follows:

	January 01		July 01					
		Interest	Principal		Interest		Total	
2008	\$	<u>.</u>	\$	5000.00	\$	5865.00	\$	10865.00
2009		5758.75		5000.00		5758.75		16517.50

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

## NOTE I - LONG-TERM DEBT – BUSINESS-TYPE ACTIVITIES (CONTINUED)

## **2007 LIMITED TAX GENERAL OBLIGATION BOND** (Continued)

	Ja	anuary 01	July 01					
		Interest		Principal		Interest		Total
2010	\$	5652.50	\$	5000.00	\$	5652.50	\$	16305.00
2011		5546.25		5000.00		5546.25		16092.50
2012		5440.00		6000.00		5440.00		16880.00
2013		5312.50		6000.00		5312.50		16625.00
2014		5185.00		6000.00		5185.00		16370.00
2015		5057.50		7000.00		5057.50		17115.00
2016		4908.75		7000.00		4908.75		16817.50
2017		4760.00		7000.00		4760.00		16520.00
2018-2022		21335.00		42000.00		21335.00		84670.00
2023-2027		16553.75		50000.00		16553.75		83107.50
2028-2032		10880.00		58000.00		10880.00		79760.00
2033-2037		4335.00		67000.00		4335.00	_	75670.00
	\$	100725.00	\$	276000.00	\$	106590.00	\$	483315.00

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

NOTE J - SEGMENT INFORMATION - Enterprise Fund

	Water <u>Fund</u>
Operating Revenues	\$ 5937
Depreciation and	
Amortization Expense	0
Operating Income or (Loss)	529
Operating Grants, Entitlements,	
and Shared Revenues	0
Operating Transfers:	
In	0
(Out)	0
Tax Revenues	0
Net Income or Loss	583
Current Capital:	
Contributions	0
Transfers	0
Property, Plant, and Equipment	
Additions	0
Deletions	0
Net Working Capital	7333
Total Assets	7658

(Continued on page 95)

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

### **NOTE J - SEGMENT INFORMATION - Enterprise Fund (CONTINUED)**

	Water <u>Fund</u>
Bonds and Other Long Term	\$
Liabilities	
Payable from operating Revenue	325
Payable from Other Sources	0
Total Equity	\$ 7333

### NOTE K - SUBSEQUENT EVENTS

Subsequent events have a material effect on the financial statements which requires adjustment or disclosure. They relate to events that provide additional evidence with respect to conditions that existed at the date of the balance sheet and events that provide evidence with respect to conditions that did not exist at the date of the balance sheet but arose subsequent to that date.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

MARCH 31, 2008

### NOTE K - SUBSEQUENT EVENTS (CONTINUED)

At fiscal year ended March 31, 2008, there were no subsequent events that would have a significant effect on the Township's operations.

### NOTE L - COMMITMENTS AND CONTINGENCIES

There are no commitments or contingencies to be reported for the **Township of Mastodon** for the fiscal year ended March 31, 2008.

REQUIRED SUPPLEMENTAL INFORMATION

# REQUIRED SUPPLEMENTAL INFORMATION

### **BUDGETARY COMPARISON SCHEDULE - GENERAL FUND**

YEAR ENDED MARCH 31, 2008

	Original <u>Budget</u>	Final Amended <u>Budget</u>	<u>Actual</u>
REVENUE			
General property taxes Other local taxes Tax collection and administration fees Licenses, permits, and fees Sale of property Use of money and property Miscellaneous Intergovernmental	\$ 131,530 26,585 24,639 1,000 - 2,400 4,000 30,000	\$ 131,530 26,585 24,639 1,000 - 2,400 4,000 30,000	\$ 139,059 27,753 24,217 2,114 22,000 5,384 10,821 32,336
Total Revenue	220,154	220,154	263,684
EXPENDITURES  General government Legislative Township property Public works Public safety Parks and recreation	83,875 28,910 61,379 23,262 41,025 24,529	83,875 28,910 61,379 23,262 41,025 24,529	64,389 18,952 23,739 16,682 32,004 11,483
Total Expenditures	262,980	262,980	167,249
OTHER FINANCING SOURCES (USES)  Transfer Out - Capital Projects Fund  Transfer Out - Debt Service Fund			22,000 7,000
Net Change in Fund Balance	(42,826)	(42,826)	67,435
Fund Balance -Beginning of Year	458,509	458,509	458,509
Fund Balance - End of Year	\$ 415,683	\$ 415,683	\$ 525,944

The notes to the financial statements are an integral part of this report.

## REQUIRED SUPPLEMENTAL INFORMATION

### **BUDGETARY COMPARISON SCHEDULE - ROAD FUND**

YEAR ENDED MARCH 31, 2008

	Original <u>Budget</u>	Final Amended <u>Budget</u>	<u>Actual</u>
<u>REVENUE</u>			
Property taxes	\$ 72,391	\$ 72,391	\$ 77,801
Other local taxes	402	402	1,522
Use of money and property	2,400	2,400	7,106
Intergovernmental	4,200	4,200	4,182
Miscellaneous			
Total Revenue	79,393	79,393	90,611
EXPENDITURES Public works	216,270	216,270	_
T dalle Welle	210,270		
Total Expenditures	216,270	216,270	-
Net Change in Fund Balance	(136,877)	(136,877)	90,611
Fund Balance - Beginning of Year	224,338	224,338	224,338
Fund Balance - End of Year	\$ 87,461	\$ 87,461	\$ 314,949

OTHER SUPPLEMENTAL INFORMATION

### OTHER SUPPLEMENTAL INFORMATION

### **BALANCE SHEET - NON-MAJOR GOVERNMENTAL FUNDS**

MARCH 31, 2008

	Liquor Law Enforcement Fund	Debt Service <u>Fund</u>	Total
<u>ASSETS</u>			
Cash and Investments (Note C ) Due from Other Funds	\$ (327) 793	\$ 1,508 	\$ 1,181 793
TOTAL ASSETS	<u>\$ 466</u>	\$ 1,508	\$ 1,974
LIABILITIES AND FUND BALANCES			
Liabilities Accrued payroll taxes	<u> </u>		
Total Liabilities	-	-	-
Fund Balances			
Reserved for Liquor Law Enforcement Reserved for Debt Service	466 	- 1,508	466 1,508
Total Fund Balances	466	1,508	1,974
TOTAL LIABILITIES AND FUND BALANCE	<b>\$ 466</b>	\$ 1,508	\$ 1,974

### OTHER SUPPLEMENTAL INFORMATION

# STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - NON-MAJOR GOVERNMENTAL FUNDS

### YEAR ENDED MARCH 31, 2008

	-	or Law ment Fund		Service Ind		Γotal
REVENUE	\$	330	\$		<b>c</b>	330
Intergovernmental	Φ	330	Φ	<u> </u>		330
TOTAL REVENUE	\$	330	\$	-	\$	330
EXPENDITURES						
Public safety		323		-		323
Debt Service Interest				5,592		5,592
TOTAL EXPENDITURES	\$	323	\$	5,592	\$	5,915
Excess (Deficiency) of Revenues Over Expenditures		7	(	5,592)		(5,585)
OTHER FINANCING SOURCES (USES) Operating Transfers In (Out)		<u>-</u>		7,000		7,000
Excess of Revenues and Other Sources Over (Under) Expenditures and Other Uses		7		1,408		1,415
FUND BALANCE - BEGINNING OF YEAR		459		100		559
FUND BALANCE - END OF YEAR	\$	466	\$	1,508	\$	1,974

The notes to the financial statements are an integral part of this report.

## COMBINING BALANCE SHEET - ALL SPECIAL REVENUE FUNDS

MARCH 31, 2008

	LIQUOR LAW ENFORCEMENT					
	FUND		FUND		TOTAL	
<u>ASSETS</u>					<u> </u>	
Cash	\$	(327)	\$	306,262	\$	305,935
Delinquent Taxes Receivable		-		4,250		4,250
Due from Other Funds		793		4,437		5,230
TOTAL ASSETS	\$	466	\$	314,949	\$	315,415
FUND EQUITY						
Fund Balance						
Reserved for Liquor Law Enforcement		466		-		466
Reserved for Road Maintenance and						
Improvement			-	314,949		314,949
TOTAL FUND EQUITY	\$	466_	\$	314,949	\$	315,415

# COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE – ALL SPECIAL REVENUE FUNDS

#### FISCAL YEAR ENDED MARCH 31, 2008

	LIQUOR LAW ENFORCEMENT FUND	ROAD REPAIR FUND	TOTAL
REVENUES			
Taxes	\$ -	\$ 79,323	\$ 79,323
State Revenue	330	4,182	4,512
Interest	-	7,106	7,106
Miscellaneous	<u> </u>		
TOTAL REVENUES	\$ 330	\$ 90,611	\$ 90,941
EXPENDITURES			
Salaries	300	-	300
Fringe Benefits	23	-	23
Maintenance and Repair	-	-	-
Contract Services	-	-	-
Capital Outlay	<del>-</del>	<u> </u>	<u> </u>
TOTAL EXPENDITURES	323	-	323
Excess of Revenues Over			
(Under) Expenditures	7	90,611	90,618
FUND BALANCE, APRIL 1	459	224,338	224,797
FUND BALANCE, MARCH 31	<u>\$ 466</u>	\$ 314,949	\$ 315,415

## **BALANCE SHEET - GENERAL FUND**

### MARCH 31, 2008

<u>ASSETS</u>	•	400.000
Cash and Deposits Receivables:	\$	489,903
Taxes		7,598
Assessments Due From Other Funds		190 30,380
Due From Other Funds		30,300
TOTAL ASSETS	\$	528,071
LIABILITIES AND FUND EQUITY LIABILITIES		
Accounts Payable		-
Due To Other Funds		2,127
TOTAL LIABILITIES		2,127
FUND EQUITY		
Fund Balance		525,944
TOTAL FUND EQUITY		525,944
TOTAL LIABILITIES AND FUND EQUITY	\$	528,071

# STATEMENT OF REVENUE S – GENERAL FUND ACTUAL AND BUDGET

FISCAL YEAR ENDED MARCH 31, 2008

	<u>ACTUAL</u>	BUDGET	VARIANCE FAVORABLE (UNFAVORABLE)
TAXES_			
Current Property Taxes	\$ 139,059	\$ 131,530	\$ 7,529
Administrative Fees	21,665	24,290	(2,625)
State Payment in Lieu of Taxes /Swamp Tax	20,779	20,779	-
Commercial Forest	1,795	718	1,077
Lake Mary - Fire Assessment	5,179	5,088	91
Interest and Penalties on Taxes	2,552	349	2,203
TOTAL TAXES	191,029	182,754	8,275
STATE-SHARED RECEIPTS			0.000
Sales Tax	32,336	30,000	2,336
TOTAL STATE-SHARED RECEIPTS	32,336	30,000	2,336
INTEREST AND RENTAL			
Interest	5,384	2,400	2,984
TOTAL INTEREST AND RENTAL	5,384	2,400	2,984
OTHER REVENUE			
Zoning Permits/Fees	2,114	1,000	1,114
Sale of Assets	22,000	, -	22,000
Miscellaneous Grants	1,000	-	1,000
Miscellaneous	9,821	4,000	5,821
TOTAL OTHER REVENUE	34,935	5,000	29,935
TOTAL REVENUES	\$ 263,684	\$ 220,154	\$ 43,530

# STATEMENT OF EXPENDITURES – GENERAL FUND ACTUAL AND BUDGET

FISCAL YEAR ENDED MARCH 31, 2008

<u>LEGISLATIVE</u>	<u>ACTUAL</u>	BUDGET	VARIANCE FAVORABLE (UNFAVORABLE)
Township Board			
Salaries	\$ 1,350	\$ -	\$ -
		φ -	Φ -
Fringe Benefits	103		
Supplies	2,310	-	-
Travel	52		
Printing/Publishing	211		
Legal	1,560	-	-
Audit	5,944		
Professional Fees	4,928	-	-
Insurance	1,084		
Telephone	1,287	-	-
Miscellaneous	123		
TOTAL LEGISLATIVE	\$ 18,952	\$ 28,910	\$ 9,958
GENERAL GOVERNMENT			
<u>Supervisor</u>			
Salaries	8,400	-	-
Fringe Benefits	643		
Total Supervisor	9,043	9,350	307
Assessor			
Professional Fees/Contract Labor	12,957	-	-
Supplies	886		
Miscellaneous	486		
Total Assessor	14,329	17,150	2,821
<u>Elections</u>			
Wages	811	-	-
Supplies	244		
Printing/Publishing	495	-	-
Miscellaneous	166		
Total Elections	\$ 1,716	\$ 6,800	\$ 5,084

The notes to the financial statements are an integral part of this report.

### STATEMENT OF EXPENDITURES – GENERAL FUND ACTUAL AND BUDGET (CONTINUED)

FISCAL YEAR ENDED MARCH 31, 2008

GENERAL GOVERNMENT (CONTINUED)	<u>ACTUAL</u>	<u>BUDGET</u>	VARIANCE FAVORABLE (UNFAVORABLE)
<u>Clerk</u>			
Salaries	\$ 10,320	\$ -	\$ -
Fringe Benefits	789		
Supplies	280		
Total Clerk	11,389	12,907	1,518
<u>Treasurer</u>			
Salaries	11,905	-	-
Fringe Benefits	911		
Supplies	2,651	-	-
Printing/Publishing	33		
Travel	218		
Total Treasurer	15,718	21,760	6,042
<u>Cemetery</u>			
Professional Fees	6,058		
Total Cemetery	6,058	6,058	-
Board of Review			
Salaries	544	-	-
Fringe Benefits	42		
Printing/Publishing	132	-	-
Travel	64		
Membership Dues/Education	70		
Total Board of Review	\$ 852	\$ 1,450	\$ 598

### STATEMENT OF EXPENDITURES – GENERAL FUND ACTUAL AND BUDGET (CONTINUED)

FISCAL YEAR ENDED MARCH 31, 2008

GENERAL GOVERNMENT (CONTINUED)	<u>ACTUAL</u>	BUDGET	VARIANCE FAVORABLE (UNFAVORABLE)
Zoning	Φ 4055	•	•
Salaries	\$ 4,055	\$ -	\$ -
Fringe Benefits	310		
Supplies	43	-	-
Travel	303		
Printing/Publishing	237	-	-
Membership Dues/Education	261		
Telephone	75		<del>-</del>
Total Zoning	5,284	8,400	3,116
TOTAL GENERAL GOVERNMENT	\$ 64,389	\$ 83,875	\$ 19,486
TOWNSHIP PROPERTY			
Township Hall			
Salaries	10,337	-	-
Fringe Benefits	3,198		
Supplies	801	-	-
Contract Services	430	-	-
Insurance	3,363		
Utilities	3,858	-	-
Telephone	24		
Maintenance and Repair	1,024	-	-
Miscellaneous	704		
TOTAL TOWNSHIP PROPERTY	\$ 23,739	\$ 61,379	\$ 37,640
DEPARTMENT OF PUBLIC WORKS			
Garage/Equipment			
Salaries	7,308	-	-
Fringe Benefits	1,047		
Supplies	58		
Utilities	3,016	-	-
Telephone	86		
Street Lighting	2,161		
Insurance	1,214		
Gas, Fuel and Oil	1,444	-	-
Maintenance and Repair	348		
TOTAL DEPARTMENT OF PUBLIC WORKS	\$ 16,682	\$ 23,262	\$ 6,580

### STATEMENT OF EXPENDITURES – GENERAL FUND ACTUAL AND BUDGET (CONTINUED)

FISCAL YEAR ENDED MARCH 31, 2008

1.00.12 12	ACTUAL	BUDGET_	VARIANCE FAVORABLE (UNFAVORABLE)
PUBLIC SAFETY			<u>,</u>
<u>Fire</u>			
Salaries	\$ 2,940	\$ -	\$ -
Fringe Benefits	225		
Supplies	4,858		
Printing/Publishing	180	-	-
Membership Dues/Education	243		
Contract Services	5,058		
Gas, Fuel and Oil	1,270	-	-
Maintenance and Repair	2,827		
Insurance	6,620		
Telephone	519	-	-
Utilities	5,731		
Miscellaneous/Other	633		
Capital Outlay	900		
TOTAL PUBLIC SAFETY	\$ 32,004	\$ 41,025	\$ 9,021
RECREATION AND CULTURAL			
Parks/Recreation_			
Salaries	3,682	-	-
Fringe Benefits	245		
Supplies	17		
Contract Services	1,000	-	-
Insurance	1,577		
Maintenance and Repair	140		
Utilities	1,751	-	-
Telephone	459		
Miscellaneous	180		
Capital Outlay	2,432		
TOTAL RECREATION AND CULTURAL	\$ 11,483	\$ 24,529	\$ 13,046
TOTAL EXPENDITURES	\$ 167,249	\$ 262,980	\$ 95,731
OTHER FINANCING USES			
Transfer Out - Capital Projects Fund	22,000	_	_
Transfer Out - Capital Frojects Fund	7,000	_	_
Transfer Out - Dept Service Fund	7,000		
TOTAL OTHER FINANCING USES	\$ 29,000	\$ -	\$ (29,000)
TOTAL EXPENDITURES AND OTHER			
FINANCING USES	\$ 196,249	\$ 262,980	\$ 66,731

# BALANCE SHEET - LIQUOR LAW ENFORCEMENT FUND

MARCH 31, 2008

<u>ASSETS</u>	
Cash	\$ (327)
Due From Other Funds	 793
TOTAL ASSETS	\$ 466
FUND EQUITY	
Fund Balance - Reserved	 466
TOTAL FUND EQUITY	\$ 466

# STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE – LIQUOR LAW ENFORCEMENT FUND

### ACTUAL AND BUDGET

FISCAL YEAR ENDED MARCH 31, 2008

	<u>AC</u>	<u>rual</u>	<u> </u>	BUDGET_	FAVO	ANCE RABLE <u>ORABLE)</u>
REVENUES						
State Grants	\$	330			\$	<u> </u>
TOTAL REVENUES	\$	330	\$	335	\$	(5)
EXPENDITURES						
Salaries		300				
Fringe Benefits		23				
TOTAL EXPENDITURES	\$	323	\$	325	\$	2
Excess of Revenues Over (Under) Expenditures		7		10		(3)
FUND BALANCE, APRIL 1		459				
FUND BALANCE, MARCH 31	\$	466				

# BALANCE SHEET – ROAD REPAIR FUND

MARCH 31, 2008

ASSETS Cash Delinquent Taxes Receivable Due From Other Funds	\$	306,262 4,250 4,437
TOTAL ASSETS	\$	314,949
FUND EQUITY Fund Balance - Reserved	_	314,949
TOTAL FUND EQUITY	\$	314,949

# STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - ROAD REPAIR FUND ACTUAL AND BUDGET

FISCAL YEAR ENDED MARCH 31, 2008

	A	CTUAL	<u>E</u>	<u>BUDGET</u>	FA	ARIANCE VORABLE (AVORABLE)
<u>REVENUES</u>						
Property Taxes	\$	77,801	\$	-	\$	-
Penalties and Interest on Taxes		676				
Commercial Forest		846				
Metro Act		4,182				
Interest		7,106				
TOTAL REVENUES	\$	90,611	\$	77,480	\$	13,131
<u>EXPENDITURES</u>						
Contracted Services		-		-		-
Maintenance		-				
Capital Outlay						
TOTAL EXPENDITURES	\$	-	\$	159,822	\$	159,822
Excess of Revenues Over						
(Under) Expenditures		90,611		(82,342)		172,953
FUND BALANCE, APRIL 1		224,338				
FUND BALANCE, MARCH 31	\$	314,949				

### **BALANCE SHEET – DEBT SERVICE FUND**

MARCH 31, 2008

**ASSETS** 

Cash and Deposits \$ 1,508

TOTAL ASSETS \$ 1,508

**FUND EQUITY** 

Fund Balance, Reserved \$ 1,508

TOTAL FUND EQUITY \$ 1,508

# STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE – DEBT SERVICE FUND

FISCAL YEAR ENDED MARCH 31, 2008

REVENUES	 
TOTAL REVENUES	\$ -
EXPENDITURES Interest	 5,592
TOTAL EXPENDITURES	\$ 5,592
Excess of Revenues Over (Under) Expenditures	(5,592)
OTHER FINANCING SOURCES (USES) Operating Transfers In (Out)	7,000
Excess of Revenues and Other Sources Over (Under) Expenditures and Other Uses	1,408
FUND BALANCE, APRIL 1	100
FUND BALANCE, MARCH 31	\$ 1,508

### **BALANCE SHEET – CAPITAL PROJECTS FUND**

MARCH 31, 2008

ASSETS	
Cash	\$ 760
TOTAL ASSETS	\$ 760
FUND EQUITY	
Fund Balance, Reserved	 760
TOTAL FUND FOURTY	\$ 760

# STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE – CAPITAL PROJECTS FUND

FISCAL YEAR ENDED MARCH 31, 2008

REVENUES	 
TOTAL REVENUES	\$ -
EXPENDITURES	
Capital Outlay	397,240
TOTAL EXPENDITURES	\$ 397,240
Excess of Revenues Over (Under)	
Expenditures	(397,240)
OTHER FINANCING SOURCES (USES)	
Operating Transfers In (Out)	22,000
Bond Proceeds	276,000
Excess of Revenues and Other Sources	
Over (Under) Expenditures and Other Uses	(99,240)
FUND BALANCE, APRIL 1	100,000
FUND BALANCE, MARCH 31	\$ 760

### **BALANCE SHEET - WATER FUND**

### MARCH 31, 2008

<u>ASSETS</u>	
Cash and Deposits:	
Restricted	\$ -
Unrestricted	6,254
Accounts Receivable	99
Due from Other Funds	 1,305
TOTAL ASSETS	\$ 7,658
LIABILITIES AND FUND EQUITY	
LIABILITIES	
Deferred Revenue	 325
TOTAL LIABILITIES	325
FUND EQUITY	
Retained Earnings	
Restricted for Water System Repairs/Improvements	 7,333
TOTAL FUND EQUITY	7,333
TOTAL LIABILITIES AND FUND EQUITY	\$ 7,658

# STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN RETAINED EARNINGS - WATER FUND

### YEAR ENDED MARCH 31, 2008

OPERATING REVENUE Charges for Services	\$ 5,937
Miscellaneous Revenue	
TOTAL OPERATING REVENUE	\$ 5,937
OPERATING EXPENSES	
Personal Services	33
Administrative and Clerical	-
Professional Fees/Contract Labor	4,441
Other Supplies and Expenses	934
Depreciation	
TOTAL OPERATING EXPENSES	\$ 5,408
Operating Profit (Loss)	529
Other Revenue	
Interest Revenue	54
NET PROFIT (LOSS)	583
RETAINED EARNINGS, APRIL 1	6,750

### STATEMENT OF CASH FLOWS- WATER FUND

### FISCAL YEAR ENDED MARCH 31, 2008

### CASH FLOWS FROM (USED BY)

OPERATING ACTIVITIES	
Net cash received from fees and services	\$ 6,153
Other operating revenues	
Cash payments to employees for services	(33)
Cash payments to goods and services	(5,375)
Other operating expenses	 
NET CASH FROM OPERATING ACTIVITIES	\$ 745
NON CAPITAL AND FINANCING ACTIVITIES	
Increase (decrease) in due to other funds	
(Increase) decrease in due from other funds	(1,305)
Net operating transfers in (out)	 
NET CASH FROM NON CAPITAL AND FINANCING	(1,305)
ACTIVITIES	
CAPITAL AND RELATED FINANCING ACTIVITIES	
Acquisition and construction of capital assets	
Principal payment on long-term bonds	
Interest paid on long-term bonds	
Interest and tax expense	
Proceeds from borrowings	
Contributed capital grants	 
NET CASH USED BY CAPITAL AND RELATED	-
FINANCING ACTIVITIES	
INVESTING ACTIVITIES	
Interest Income	 54
NET CASH FROM INVESTING ACTIVITIES	54
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	(506)
Cash and Cash Equivalents, Beginning of Year	 6,760
Cash and Cash Equivalents, End of Year	\$ 6,254

### STATEMENT OF CASH FLOWS WATER FUND (CONTINUED)

FISCAL YEAR ENDED MARCH 31, 2008

# CASH FLOWS FROM OPERATING ACTIVITIES

Operating Income Adjustment to reconcile operating income to net cash provided by operating activities:	\$ 529
Depreciation     Provision for uncollectible accounts     Changes in assets and liabilities :	-
(Increase) Decrease in accounts receivable Increase (Decrease) in accounts payable Increase (Decrease) in deferred revenue Increase (Decrease) in customer deposits	266 - (50) -
NET CASH FROM OPERATING ACTIVITIES	\$ 745

# STATEMENT OF CHANGES IN ASSETS AND LIABLITIES - TRUST AND AGENCY FUND

### FISCAL YEAR ENDEDMARCH 31, 2008

	Balance <u>3/31/2007</u>	<u>Additions</u>	<u>Deductions</u>	Balance <u>3/31/2008</u>
<u>ASSETS</u>				
Cash	\$ 78,761	\$2,185,097	\$2,197,608	\$ 66,250
TOTAL ASSETS	\$ 78,761	\$2,185,097	\$2,197,608	\$ 66,250
LIABILITIES				
Due to Other Funds Due to State of Michigan Due to Schools Due to DIISD Due to County Due to Other	34,489 - 13,466 4,876 12,948 12,982	252,335 13,453 848,437 111,648 955,526 3,697	252,036 13,453 848,809 122,303 958,694 2,312	34,788 - 13,094 (5,779) 9,780 14,367
TOTAL LIABILITIES	\$ 78,761	\$2,185,096	\$2,197,607	\$ 66,250

# ALPHA MASTODON TOWNSHIP FIRE DEPARTMENT – BALANCE SHEET - DISCRETELY PRESENTED COMPONENT UNIT

MARCH 31, 2008

<u>ASSETS</u>		
Current Assets  Cash and cash equivalents	\$	3,577
Casif and casif equivalents	_Ψ_	3,311
Total Current Assets		3,577
TOTAL ASSETS	\$	3,577
FUND EQUITY		
Fund Balance, Unreserved		3,577
TOTAL FUND EQUITY	\$	3,577

# ALPHA MASTODON TOWNSHIP FIRE DEPARTMENT – STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - DISCRETELY PRESENTED COMPONENT UNIT

### FISCAL YEAR ENDEDMARCH 31, 2008

<u>REVENUES</u>	
Fund raising	\$ 3,232
Grant revenue	9,400
Other - Donations	 600
TOTAL REVENUES	\$ 13,232
EXPENDITURES	
Fund-Raising Special events	 2,122
Total Fund-Raising	2,122
Grant Expenditures	0.005
Capital Outlay	 9,895
Total Public Safety	9,895
TOTAL EXPENDITURES	\$ 12,017
Excess of Revenues Over (Under) Expenditures	\$ 1,215
FUND BALANCE, April 1	 2,362
FUND BALANCE, March 31	\$ 3,577

		R FINANCIAL REPORTING	Ţ
		UDIT OF FINANCIAL TAUDITING STANDARDS	

# DS Rostagno, CPA, P.C.

101 West Maple Street, Iron River, MI 49935 Tel (906) 265-1040 Fax (906) 265-1042

# INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCODRANCE WITH GOVERNMENT AUDITING STANDARDS

Governing Board **Township of Mastodon** Crystal Falls, Michigan 49920

We have audited the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information of the **Township of Mastodon**, Crystal Falls, Michigan, as of and for the year ended March 31, 2008, which collectively comprise the **Township of Mastodon**, Crystal Falls, Michigan's basic financial statements, and have issued our report thereon dated July 14, 2008. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America, and with the standards prescribed by the State Treasurer.

#### Internal Control Over Financial Reporting

In planning and performing our audit, we considered the **Township of Mastodon**, Crystal Falls, Michigan's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing opinions on the effectiveness of the **Township of Mastodon**, Crystal Falls, Michigan's internal control over financial reporting. Accordingly, we do not express opinions on the effectiveness of the **Township of Mastodon**, Crystal Falls, Michigan's internal control over financial reporting.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the **Township of Mastodon**, Crystal Falls, Michigan's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the **Township of Mastodon**, Crystal Falls, Michigan's financial statements that is more than inconsequential will not be prevented or detected by the **Township of Mastodon**, Crystal Falls, Michigan's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the **Township of Mastodon**, Crystal Falls, Michigan's internal control.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the **Township of Mastodon**, Crystal Falls, Michigan's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

We noted certain matters that we reported to management of the **Township of Mastodon**, Crystal Falls, Michigan, in a separate letter dated July 14, 2008.

This report is intended solely for the information and use of management, the Governing Board, and federal awarding agencies and pass-through entities, and it is not intended to be, and should not be, used by anyone other than these specified parties.

Dianne S. Rostagno

DS ROSTAGNO, CPA, P.C.

July 14, 2008

# DS Rostagno, CPA, P.C.

101 West Maple Street, Iron River, MI 49935 Tel (906) 265-1040 Fax (906) 265-1042

Governing Board **Township of Mastodon** 1371 S US 2 Crystal Falls, Michigan 49920

In planning and performing the audit of the financial statements of the **Township of Mastodon**, Crystal Falls, Michigan as of and for the year ended March 31, 2008, in accordance with auditing standards generally accepted in the United States of America, we considered the Township's internal control structure to plan the auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide assurance on the internal control structure. Accordingly, we do not express an opinion on the effectiveness of the **Township of Mastodon**, Crystal Falls, Michigan's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the **Township of Mastodon**, Crystal Falls, Michigan's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the **Township of Mastodon**, Crystal Falls, Michigan's financial statements that is more than inconsequential will not be prevented or detected by the **Township of Mastodon**, Crystal Falls, Michigan's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the **Township of Mastodon**, Crystal Falls, Michigan's internal control.

During our audit, we noted certain matters involving the internal control structure and other operational matters that are presented for your consideration. They are divided into three categories: significant deficiencies, material weaknesses, and other matters.

#### **MATERIAL WEAKNESS**

There are no matters to report.

#### **SIGNIFICANT DEFICIENCIES**

Township of Mastodon Page Two

### **New Comments**

#### **Ability to Prepare Financial Statements and Related Note Disclosures**

Like other local units of government of similar size, limited financial summaries and abbreviated financial statements are made available for the Board members. The Township relies on auditors to draft it's financial statements and related disclosures in accordance with generally accepted accounting principles. Board members review and accept the financial statements on behalf of the Township. The hiring of additional personnel to prepare the financial statements would not be cost effective.

#### **Recommendation**

Members of the Board should remain involved in the financial reporting process to provide an oversight function. Township officials agree and will continue to use the auditor's assistance in drafting its financial statements and will remain involved in the financial reporting process.

### **Audit Adjustments**

The Township relies on its auditors to prepare year-end non-recurring adjusting journal entries to adjust its financial statements. Board members review and accept the adjusting entries on behalf of the Township.

### **Recommendation**

Members of the Board should continue to review and approve non-recurring entries. Township officials agree and will continue to use the auditor's assistance in preparing year-end adjusting journal entries.

### Significant Deficiencies Communicated in Prior Years

There are no matters to report.

### **OTHER MATTERS**

#### **New Comments**

### **BUDGETS**

During the fiscal year ended March 31, 2008, the Township had two expenditures in excess of the amounts appropriated.

#### **Recommendation**

It is recommended that the budgeted amounts be compared to actual expenditures and the budget amended accordingly.

# Township of Mastodon Page Three

### **OTHER MATTERS** (Continued)

### **Matters Communicated in Prior Years (Continued)**

There were no matters to report.

This letter does not affect our report dated July 14, 2008 on the financial statements of the **Township of Mastodon**, Crystal Falls, Michigan. We will review the status of these comments during our next audit engagement. Our comments and recommendations, which have been discussed with appropriate Township officials, are intended to improve the internal control structure or result in other operating efficiencies. We will be pleased to discuss these comments in further detail at your convenience, or to assist you in implementing the recommendations.

It has been a pleasure working with Township officials, and we wish to express our appreciation for their cooperation and assistance during the audit engagement.

This communication is intended solely for the information and use of management, those charged with governance, and others within the organization and is not intended to be and should not be used by anyone other than these specified parties.

Yours very truly,

Dianne S. Rostagno

DS ROSTAGNO, CPA, P.C.

July 14, 2008